Idaho Adult Basic Education Professional Development 2006-07

NATIONAL REPORTING SYSTEM (NRS) ONLINE TRAINING
Directions for Course Completion

The NRS Online course is a required prerequisite for the Assessment and Goal-Setting workshop. Prior to starting the online class, contact Janna Graham (information below) for further instructions and assistance.

1.   Go to www.nrsweb.org.

2.   Click on *Training and Activities* and then on *Online Courses.* You will need to create a username and password to access the courses.

   ➢ Complete *What is NRS?* (20-25 min.) and print certificate of completion.
   ➢ Complete *NRS Data Flow* (10-15 min.) and print certificate.
   ➢ Complete *Using NRS Data* (10-15 min.) and print certificate.
   ➢ Complete Scenario 2: "Monitoring Student Educational Levels to Meet Performance Standards" (20-30 min.) After answers are submitted, print corrected answer page when directed to do so.
   ➢ Complete Scenario 3: "Understanding Student Retention" (20-30 min.). After answers are submitted, print corrected answer page when directed to do so.

3.   Click on *Data Quality Guide Training Courses.*

   ➢ Complete *Part I Introduction and Overview* (45-60 min.) and print certificate.
   ➢ Complete *Part II Data Quality: Why Good Data Matter* (45-60 min.) and print certificate.
   ➢ Complete *Part III Data Collection Process* (45-60 min.). On page 1, choose the *comprehensive path*. Read pages 1-12. Complete and print activities on pages 13-15. Skip pages 16-17. Print certificate.
   ➢ Complete *Part IV A Assessment: Measuring Educational Gain* (45-60 min.). On page 1, choose the *comprehensive path*. Read pages 1-9. Complete and print activities on pages 10-12. Skip pages 13-14. Print certificate.
   ➢ Complete *Part IV B Intake and Goal Setting* (45-60 min.). On page 1, choose the *comprehensive path.* Read pages 1-9. Complete and print activities on pages 10-12. Skip pages 13-14. Print certificate.
   ➢ Complete *Part IV C Follow-up Measures: Employment, GED, and Post Secondary Education* (45-60 min.). On page 1, choose the *comprehensive path.* Read pages 1-9. Complete assignments on pages 10-12. Skip pages 13-14. Do assignments on pages 15-17. Skip pages 18-19. Print certificate.

4.   If you have any questions, please feel free to contact Janna. You can reach her via email (see above) or by phone at (208) 282-3279.

        You are required to send these documents and the checklist to Janna for proof that you completed the course. They can be sent as hard copies or as email attachments. You may send hard copies to the following address:

Janna Graham
Adult Success Center
921 S. 8th Ave., Stop 8380
Pocatello, ID 83209

NATIONAL REPORTING SYSTEM (NRS) TRAINING
Checklist of Completed Assignments to be sent to Janna

The page numbers listed below refer to both the assignments and the course completion certificates that you will need to send to Janna.

☐   *What is NRS?*, page 17

☐   *NRS Data Flow*, page 9

☐   *Using NRS Data*, page 7

☐   *Scenario 2*, corrected answer page

☐   *Scenario 3*, corrected answer page

☐   *Part I Introduction and Overview*, page 6

☐   *Part II Data Quality: Why Good Data Matter*, page 6

☐   *Part III Data Collection Process*, pages 13, 14, 15, 18

☐   *Part IV-A Assessment: Measuring Educational Gain*, pages 10, 11, 12, 15

☐   *Part IV-B Intake and Goal Setting*, pages 10, 11, 12, 15

☐   *Part IV-C Follow-Up Measures: Employment, GED, and Post-Secondary Education*, pages 10, 11, 12, 15, 16, 17, 20

Participant Name (Typed)

_____

Leadership Personnel Signature   **Date**